

**ANGUS COUNCIL**  
**RESOURCES AND CENTRAL SERVICES COMMITTEE**  
**9 SEPTEMBER 2004**  
**OVERTIME AND ADDITIONAL HOURS COSTS 2003/2004**  
**REPORT BY CHIEF EXECUTIVE**

**ABSTRACT**

This report advises of overtime and additional hours costs within the Council during the 2003/2004 financial year.

**1. RECOMMENDATION**

The Committee note the terms of this report for its interest.

**2. INTRODUCTION**

The Personnel Services Manager is remitted to submit an annual report on overtime and additional hours costs to the Chief Officers' Management Team and the Resources and Central Services Committee.

The reason for the two categories 'additional hours' and 'overtime' is that the former relates to additional hours worked by part time employees which is paid at plain time rate whereas the latter relates to additional hours worked by full time employees which is paid at premium (overtime) rates.

**3. OVERTIME AND ADDITIONAL HOURS COSTS – 2003/2004**

In 2003/2004:

- overtime and additional hours payments of £1,877,147.41 were made with overtime accounting for £701,151.00 and additional hours payments, £1,175,996.41.
- of the £701,151.00 overtime payments, £380,897.07 was to employees on APT&C grades and £320,253.93 to employees on Manual grades
- of the £1,175,996.41 additional hours payments, £846,518.25 was to employees on APT&C grades and £329,478.16 to employees on Manual grades

A breakdown of costs on a department by department basis and a breakdown of costs for the previous two financial years, is available in the "Members' Lounge".

A comparison of the 2003/2004 figures with those of 2002/2003 shows that:

- overtime and additional hours payments have decreased overall by 11.71% (£219,722.23) - overtime decreasing by 9.67% (£75,051.88) with additional hours payments decreasing by 10.95% (£144,670.35)
- APT&C overtime payments have decreased by 4.61% with Manual overtime payments decreasing by 15.03%
- APT&C additional hours payments have decreased by 8.02% and Manual additional hours payments have increased by 17.70%

A breakdown of increases/decreases in costs on a department by department basis is available in the "Members' Lounge".

Please note that the figures are taken from the payroll and as overtime is paid in arrears the actual period the figures relate to is March to February inclusive.

**4. FINANCIAL IMPLICATIONS**

There are no direct financial implications associated with the terms of this report.

**5. HUMAN RIGHTS IMPLICATION**

There are no human rights implications associated with the terms of this report.

**6. CONSULTATION**

The Director of Finance and Director of Law & Administration have been consulted on the terms of this report. The Chief Officers' Management Team have been consulted on the content of the report and on the associated information available in the "Members' Lounge".

**A B Watson**  
**Chief Executive**

HR/PersServMan

**NOTE** No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973, (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above Report.